

MEMORANDUM



MONTGOMERY WATSON

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To:	All Attendees	Date:	6/27/01
From:	Ron Hartline, Montgomery Watson Dallas, Texas	Reference:	6/07/01 Bosque/Leon Rivers Perchlorate Study Project Team Meeting
Subject:	Meeting Notes		

The following is a final copy of the meeting notes from the events and issues discussed during the June 7, 2001, perchlorate project team meeting held in Waco, Texas. The topics are organized in the same order as the meeting agenda.

Attendees:

United States Army Corps of Engineers – Fort Worth District (USACE) - Brian Condike
Brazos River Authority (BRA) - Mike Meadows, Gayle Haecker
Montgomery Watson (MW) - David Ebersold, Ron Hartline, Kristie Witter
The Institute of Environmental and Human Health at Texas Tech University (TIEHH) - Todd Anderson
Texas Natural Resource Conservation Commission (TNRCC) - Mike Honeycutt

- I. Welcome and Housekeeping
 - A. Welcome of attendees
 - B. The date, time and location of the next project team meeting were discussed. The next team meeting will be held on Wednesday, August 1, 2001 at 1:00 PM in Ft. Worth, Texas at USACE offices. Mr. Condike will locate a meeting place and notify the group via email.
 - C. Mr. Meadows noted that the City of Waco team representative has not made the previous two meetings. He recommended that they send/appoint someone else if the current representative is not able to attend meetings. Mr. Condike indicated that he would phone the City of Waco and discuss this issue.
- II. Progress Report - Corps of Engineers – Mr. Condike
 - A. Mr. Condike attended a meeting in Washington with Mr. Ebersold. Congressmen Edwards was convinced that additional funding would be necessary to allow completion of this project.
 - B. Mr. Condike has been working with Ms. Haecker on the Memorandum of Understanding (MOA) between USACE and BRA.
 - C. Mr. Condike indicated that a letter needed to be sent to the Navy to get their cooperation on data sharing and exchange issues. Mr. Condike is working on sending this letter out in the near future. He indicated that he has completed the preliminary letter for the MOA that will be necessary between the Navy and USACE. Mr. Condike spoke with Mr. Craig this morning at the stakeholders meeting regarding this matter.
 - D. Mr. Condike is currently working on rights of entry to properties for TIEHH (approximately 50 properties) with internal USACE real estate staff.

- *Q (Dr. Anderson): Letters go out in the next two to three weeks. Do you have a feel for how many of these will be positive?*
- *A (Mr. Condikey) It's hard to tell what the response rate will be. And, that's just a mailing basis. Sometimes people are more responsive to a different approach.*
- *Q (Dr. Anderson) Entry will be ready after the fourth of July?*
- *A (Mr. Condikey) Yes, and Dr. Anderson and Mr. Honeycutt will be copied on the response letters.*
- *Q (Ms. Haecker) Have you been able to get started on some of the sampling?*
- *A (Dr. Anderson) Yes, some aquatic work. But, we don't want to go into people's backyards.*
- *Q (Ms. Haecker) Can you start on some of the lakes or surface waters?*
- *A (Dr. Anderson) Yes. Several streams have been shocked. We want to take some samples of the open water but we need a little larger shocker than the backpack.*
- *Q (Mr. Meadows) Did you see anything suspicious?*
- *A: (Dr. Anderson) Not anything physical. But, that's a chemist's point of view. The samples need to be taken apart and analyzed.*

III. Progress Report - Texas Tech University – Dr. Anderson

- A. Most of the samples taken to date are with the aquatic group at TIEHH. They want to study the thyroid glands and other organs. No frogs or snakes were found. A few turtles were found.
- B. Note (Mr. Meadows): If during the analysis period, if something unusual is discovered, we should notify Congressman Edwards after it has been through an appropriate QA/QC process.
- C. Note (Mr. Condikey): This information should also be shared with the Navy, after it's been through an appropriate QA/QC process.
- D. Terrestrial animal capture and use protocols were approved.
- E. MW has been invited to join TIEHH on the next sampling. (Sometime the week of the 18th)
- *Q: (Mr. Meadows) Is that unusual that no frogs or snakes were found?*
- *A: (Dr. Anderson) No. And, I don't think that we should read into that. If need be, we can take laboratory grown tad polls and place them in the stream in enclosed areas. Some areas on the south bosque have been shocked, near the A & M property.*
- *Q: (Mr. Ebersold): How far upstream from the facility are you using from Station Creek, for your control.*
- *A: (Dr. Anderson) North of HWY 84, Pecan Creek, Tonk Creek – should be far enough north.*
- *Q: (Mr. Condikey) When would you have some analysis from the lab on what you've collected?*
- *A: (Dr. Anderson) Up to the Aquatic group as to how fast they get through the tissue analysis. Hopefully, by the end of the month. It takes a couple of days to clean up the extracts and another day to analyze it. We should have it by the next meeting.*
- *Q: (Ms. Haecker) If anyone calls the BRA, they're going to call our public information group. Can TIEHH notify the BRA when they're going to sample?*
- *A: (Dr. Anderson) Most of the sampling is right off the road, but the BRA will be notified prior to sampling.*
- *Q: (Mr. Condikey) There are other contaminants leaving the facility. Is there a way to sample for these?*
- *A: (Dr. Anderson) In the initial samples, the samples are screened for co-contaminates (volatiles, etc.). Sometimes the sampling techniques interfere with the tests for co-contaminants.*

- *Q: (Mr. Condikey) If during their dissection, do they record anything else that might be unusual (lesions, bumps, etc.)*
- *A: (Dr. Anderson) Yes. Dissection log sheets are included. A variety of items are looked for and noted including lesions, bumps, or anything unusual.*

IV. Progress Report -Montgomery Watson–Mr. Ebersold and Mr. Hartline discussed the following work items that have been completed by MW since the last team meeting.

A. Community Relations Plan

1. Attended congressional briefing in Washington D. C.
2. Finalized Community Relations Plan (CRP) Questionnaire Form
3. Developed a list of potential interview candidates
4. Scheduled meeting dates and coordinated interviews with residents and community leaders. Interviewed 17 residents and community leaders using CRP Questionnaire Form
5. Completed "draft" CRP using information gathered during interviews with residents and community leaders
6. Submitted "draft" CRP to USACE and BRA for review and approval
7. Developed a "draft" public information web site design approach and submitted to USACE and BRA for review and approval
8. Initiated development of web site based on design approach approved by USACE and BRA

B. Compile Existing Information to Characterize Background Conditions

1. Submitted letters to USACE, BRA and the City of Waco requesting that they assemble internal documents that will facilitate development of the Conceptual Site Model
2. Continued compiling and reviewing existing reports and information from other sources

C. Develop Conceptual Model

No work performed for this task to date

D. Project Reporting

1. Prepared and submitted monthly progress report for April and May
2. Completed April and May invoices and forwarded to USACE for review and payment
3. Reviewed and provided comments concerning "draft" USACE Project Management Plan

V. Discussion - Draft of Community Relations Plan (CRP) – Mr. Ebersold

- A. Mr. Condikey suggested that the executive summary and introduction be a little less emotional.
- B. Mr. Condikey suggested that the results be presented at the RAB meeting.
- C. Page 4, Executive Summary, 1st paragraph – The Navy’s primary goal is to focus on property transfer..... Mr. Meadows believes that the Navy would take exception to this. He feels that they would agree with : investigation, remediation and property transfer in place of property transfer.
- D. Page 4, bullet No. 1 - Mr. Meadows suggested that “potential impacts on property values” be stricken out of the text.
- E. It was suggested that references to Montgomery Watson be changed to Montgomery Watson Engineers.

- F. Page 5, Section 1.2, bullet No. 1 – Mr. Meadows suggested that “potential impacts on the property values” be stricken from the text.
- G. Section 2.1, 1st paragraph, last sentence – Reference to 500,000 people was mentioned. We need to include the source of the data in the text.
- H. Section 2.1, last paragraph, encompasses approximately 9750 acres - Mr. Meadows suggested that this statement be changed to “it encompasses approximately 9750 acres and ----- acres have been transferred to the city of McGregor”. He also recommended that we reference the sources of the information presented in this section within each paragraph.
- I. Section 2.3, 2nd paragraph – 8 parts per billion in the northern end of Lake Belton – Include information source in text.
- J. Page 8, paragraph 2.5 - who reported the 95 ppb? Mr. Meadows requested that the specified concentration be accompanied by the source of the reference information used. Also reference the source of the 31,000 ppb concentration mentioned.
- K. Mr. Meadows suggested that Section 2.5 be changed to “Nature of Potential Impact to Public Health, Welfare, Environment”.
- L. Page 9, Section 2.6, 1st paragraph – replace second sentence with “ The Navy’s work focuses on site investigation, pilot studies and remedial activities associated with the source areas identified.
- M. Page 10, Section 3.1 – cite references for the information presented in this section.
- N. Check spelling on McClennan throughout document.
- O. Page 12, Section 4.0, second sentence - add “and citizens within the study area” after elected officials.
- P. Section 4.1.5 - Who are the special interest groups? Mr. Meadows suggested that it be changed to “a series of public meetings are planned,” to let the public know that we’re not targeting one specific group.
- Q. Page 15, Section 4.4: Economic impact? Mr. Meadows suggested that McGregor be taken out of this statement?
- R. Dr. Anderson agreed to review Pages 8 and 9.
- S. Mr. Condiike requested that future review documents not be sent to the team in PDF format.

VI. Demonstration of Draft Web Page

- A. A copy of the web page was distributed during the meeting (via CD) to TIEHH, BRA, and COE.
- B. The team members are to review the web page and send comments back to Henry Kasten with USACE. Mr. Kasten will consolidate comments and distribute a final set of comments to MW for review.
- C. The project management plan is to be added to the site once completed by USACE.
- D. MW presented a demonstration of the website at the meeting.

Q: (Mr. Condiike): What documents do we plan to have the public be able to access?

A: (Mr. Ebersold): Any data that is generated outside of MW, will be requested that the public access through the original source.

VII. New Business

- A. Mr. Meadows noted that the BRA is hosting a perchlorate Stakeholder group meeting at 2:00 PM on 6/26. Elected officials will be invited. Approximately 50 people are expected to attend.
- B. MW feels that a public meeting might be held soon to kick off the project, and let the public know what’s going on. An additional meeting might be held towards the end of the year to cover the modeling portion of the project.
- C. It was requested by the COE and BRA to have two meetings – one per watershed location. Since this is not in the scope, the scope will need to be amended or to use the public meetings in place of the stakeholders meeting.
- D. TIEHH to send David Ebersold a list of expected deadlines for sampling/testing
- E. GIS: Mr. Elliott (COE) is looking into layers that are available.
- F. Mr. Condiike indicated that the COE should have GIS files on Lake Belton hydrograph data.

- G. It was discussed that a needs assessment for GIS development be done to include: project needs, COE needs, and BRA needs.
- H. A compatible reference needs to be established for all GIS documents. This is necessary to eliminate costly efforts down the road when documents have to be re-formatted due to different formats.

Adjourn